



**VILLAGE OF BELCARRA  
REGULAR COUNCIL MINUTES  
Via Zoom  
September 7, 2021**



This meeting was held via Zoom Teleconference and was recorded.

**Council in Attendance**

Mayor Jamie Ross  
Councillor Carolina Clark  
Councillor Bruce Drake  
Councillor John Snell  
Councillor Liisa Wilder

**Staff in Attendance**

Lorna Dysart, Chief Administrative Officer  
Stewart Novak, Public Works & Emergency Preparedness Coordinator  
Connie Esposito, Recording Secretary  
Sartaj Grewal, Building Inspector

**Others in Attendance**

Ken Bjorgaard, K&E Business Services, Financial Consultant (departed at 7:31 pm)  
Eric White, RWPAS Ltd., Planning Consultant (departed at 8:20 pm)

**1. CALL TO ORDER**

Mayor Ross called the meeting to order at 7:02 pm.

**2. APPROVAL OF THE AGENDA**

**2.1 Regular Council Meeting, September 7, 2021**

Moved by: Councillor Wilder  
Seconded by: Councillor Clark

That the agenda for the Regular Council Meeting, September 7, 2021, be approved as circulated.

**CARRIED**

**3. ADOPTION OF MINUTES****3.1 Regular Council Meeting, July 19, 2021**

Moved by: Councillor Clark  
Seconded by: Councillor Drake

That the minutes from the Regular Council Meeting held July 19, 2021 be amended by adding the following to Item 5.4:

“Cats’ eyes will be repaired or replaced at no cost to the Village” and

That the minutes from the Regular Council Meeting held July 19, 2021 be adopted as amended.

**CARRIED****4. DELEGATIONS AND PRESENTATIONS****4.1 Lorna Dysart, Chief Administrative Officer, verbal report, Introduction of Sartaj Grewal, New Building Inspector Level 1**

L. Dysart introduced Sartaj Grewal and welcomed him to Belcarra as the new Building Inspector. L. Dysart noted that Sartaj comes to Belcarra from Prince George and began work on August 3, 2021. Mayor Ross extended a warm welcome on behalf of Council and staff.

**5. REPORTS****5.1 Ken Bjorgaard, Financial Consultant, report dated September 7, 2021, regarding Bill Payment Options Policy**

K. Bjorgaard outlined the report. Council members discussed various aspects of the report.

Moved by: Councillor Clark  
Seconded by: Councillor Wilder

That the cost of setting up the e-commerce bill payment, emailing and look-up service (\$1,500 - \$2,000) included in the Bill Payment Options Policy be funded from the COVID-19 Restart Grant funds; and

That Corporate Policy No. 220 – Bill Payment Options Policy, be approved.

**CARRIED****5.2 Ken Bjorgaard, Financial Consultant, report dated September 7, 2021, regarding 2022 – 2026 Financial Plan**

K. Bjorgaard outlined the report. Discussion ensued.

Moved by: Councillor Drake  
Seconded by: Councillor Clark

That the 2022 – 2026 Financial Plan Schedule be approved.

**CARRIED**

Ken Bjorgaard left the meeting at 7:31 pm

- 5.3 Eric White, RWPAS Ltd., Planning Consultant, report dated September 7, 2021 regarding SBA BC91022-B INDIAN ARM (W0722) - Proposed Telecom Tower

E. White outlined the report. Considerable discussion ensued.

Councillor Drake provided information related to the federal government framework regarding telecom towers. Councillor Drake will draft a brief process related to telecom towers.

L. Dysart will confirm if there is a current policy for telecom towers. She will contact BC Hydro regarding the current location of an antenna.

Moved by: Councillor Drake

Seconded by: Councillor Wilder

That staff continue communication with Synergy Land Corporation to continue research on a cost recovery basis and report back to Council; and

That Council consider the process it would follow in the case that a telecom tower is proposed within the Village.

**CARRIED**

**Councillor Snell Voted in Opposition**

- 5.4 Lorna Dysart, Chief Administrative Officer, verbal report regarding Appointment of Mayor Ross, and alternate, as voting delegates at the Annual General Meetings for the Municipal Insurance Association of BC.

Moved by: Councillor Clark

Seconded by: Councillor Drake

That Mayor Ross be appointed as a voting delegate at the Annual General Meeting on September 13, 2021, for the Municipal Insurance Association of BC; and

That Councillor Wilder be appointed as alternate.

**CARRIED**

- 5.5 Lorna Dysart, Chief Administrative Officer, report dated September 7, 2021, regarding Village of Belcarra Council Procedure Bylaw No. 356, 2004, Amendment Bylaw No. 588, 2021

Moved by: Councillor Clark

Seconded by: Councillor Wilder

That Village of Belcarra Council Procedure Bylaw No. 356, 2004, Amendment Bylaw No. 588, 2021, be read a third time.

**CARRIED**

- 5.6** Stewart Novak, Public Works & Emergency Preparedness Coordinator, report dated September 7, 2021 regarding Follow Up – Managing Trees, Views & Landscapes Bylaw No. 589, 2021

S. Novak outlined the report. Councillor Clark provided highlights of the work by the Tree Committee. Discussion ensued.

M. Begg, Tree Committee member, provided comments on certain procedures. Councillor Clark requested that action items from the report by S. Novak from the March 25, 2021 meeting be brought back to Council for consideration.

Mayor Ross thanked Councillor Clark and Tree Committee members for their work.

**The meeting recessed at 9:00 pm and reconvened at 9:09 pm**

Moved by: Councillor Clark  
Seconded by: Councillor Drake

That the report titled "Follow Up – Managing Trees, Views & Landscapes Bylaw No. 589, 2021" dated September 7, 2021, be received for information; and  
That Village of Belcarra "Managing Trees, Views & Landscapes Bylaw No. 589, 2021" be read a first time.

**CARRIED**

- 5.7** Stewart Novak, Public Works & Emergency Preparedness Coordinator, report dated September 7, 2021, regarding a letter from Heather Slater, Water & Land Use Program, Abbotsford Health Protection Office, Fraser Health, dated July 19, 2021, regarding Raising the Water Level in Tatlow Reservoir

S. Novak outlined the report regarding the letter received from Heather Slater, Water & Land Use Program, Abbotsford Health Protection Office, Fraser Health.

Discussion ensued relative to raising the water level in the Tatlow Reservoir.

Moved by: Councillor Drake  
Seconded by: Councillor Clarke

That Council request a staff report from a qualified engineer for a system to incrementally add chlorine at Tatlow.

**CARRIED**

**6. REPORTS FROM MAYOR AND COUNCIL COMMITTEE REPRESENTATIVES**

**Mayor's Reports**

Mayor Ross commented on the current investigation into Residential Schools in Metro Vancouver and that our thoughts and hearts are with the Tseil-Waututh, Salish and Musqueam First Nations. Mayor Ross noted that there was only one residential school in Metro Vancouver that was in operation from 1889-1959.

**6.1 Metro 2050**

Sav Dhaliwal, Chair, Metro Vancouver Board, letter dated July 14, 2021, regarding Draft Metro 2050: Referral for Comment

Mayor Ross advised that Metro Vancouver will be invited to a future Belcarra Council meeting to present the Metro 2050 Plan.

**6.2 FortisBC Gift**

Mayor Ross commented regarding the upcoming virtual 2021 UBCM Convention.

Related to the 2021 UBCM Convention, a gift package of socks were received from FortisBC. Mayor Ross extended an invitation to Belcarra residents, in particular young people, who would like to receive a pair of socks to contact the Village office.

**Councillor Reports****6.3 Update on Cats' Eyes Repair**

Councillor Clark queried regarding the status of repairs to the cats' eyes on Bedwell Bay Road.

S. Novak advised that additional cats' eyes will be installed at no cost to the Village.

**Water Committee Meetings**

Councillor Clark queried regarding posting of the Water Committee meetings on the Village website. L. Dysart will follow up on the potential for the Water Committee meetings to be posted on the Village website.

**7. BYLAWS**

No items.

**8. CORRESPONDENCE / PROCLAMATIONS**

Moved by: Councillor Wilder  
Seconded by: Councillor Drake

That correspondence items 8.1 to 8.20 be received.

**CARRIED**

**ACTION ITEMS**

- 8.1** Jessie Christophersen, Information & Member Services Coordinator, Recycling Council of British Columbia, email dated August 20, 2021, regarding the declaration of "National Waste Reduction Week in Canada, October 18 – 24, 2021".

Moved by: Councillor Drake  
Seconded by: Councillor Clark

That the week of October 18 – 24, 2021 be declared as "National Waste Reduction Week" in the Village of Belcarra.

**CARRIED**

- 8.2 Krystal Boros, Assistant Corporate Secretary, E-Comm 9-1-1, email dated September 1, 2021, regarding E-Comm Board of Directors Designate – 2021–2022 Term

Moved by: Councillor Drake  
Seconded by: Councillor Clark

That Council support the nomination of Joe Keithley (Burnaby) and Nancy McCurrach (Port Coquitlam), for appointment to the E-Comm Board of Directors for the 2021 – 2022 Term, to serve as representatives for the Village of Belcarra, City of Burnaby, City of Coquitlam, City of New Westminster, City of Port Coquitlam and City of Port Moody.

**CARRIED**

### **INFORMATION ITEMS**

- 8.3 Sasamat Volunteer Fire Department, Board of Trustees Meeting Minutes of Thursday, June 17, 2021
- 8.4 Carina Stirling, Community Engagement Manger, Habitat for Humanity, letter dated July 12, 2021, regarding Thank You for the Generous Donation
- 8.5 Terry Rysz, Mayor, District of Sicamous, letter dated July 15, 2021, regarding Protection of Outdoor Recreation Opportunities and Established Snowmobile Recreational Sites or Trails in BC
- 8.6 Jonathan Cote, Mayor, City of New Westminster, letter dated July 21, 2021, regarding E-Comm Board of Directors Designates – 2021-2022 Term
- 8.7 Brad West, Mayor, City of Port Coquitlam, letter dated July 22, 2021, regarding E-Comm Board of Directors Designate – 2021-2022 Term
- 8.8 Stephanie Lam, Legislative Services Manager, City of Coquitlam, letter dated August 13, 2021, to Krystal Boros, Assistant Corporate Secretary, E-Comm 9-1-1, regarding E-Comm Board of Directors Designate – 2021-2022 Term
- 8.9 Richard Stewart, Mayor, City of Coquitlam, letter dated July 28, 2021, to Sav Dhaliwal, Board Chair, Metro Vancouver, regarding Fire Protection in Metro Vancouver Watersheds (full report available at the Village office)
- 8.10 Paula Kusack, Deputy Corporate Officer, City of Langley, letter dated July 29, 2021, to Honourable John Horgan, Premier and Honourable Adrian Dix, Minister of Health, regarding Improvement to Pre-Hospital Care System
- 8.11 Bruce Gibbons, Merville Water Guardians, email dated July 30, 2021, regarding Ban Water Bottling of Our Groundwater (full report available at the Village office)
- 8.12 Dr. Teale Phelps Bondaroff, Chair & Co-Founder, AccessBC Campaign, email dated July 30, 2021, regarding Correspondence and Request from AccessBC Campaign  
See Action following 8.17

- 8.13 Kate Zanon, General Manager, Community Development, City of Port Moody, letter dated July 30, 2021, regarding City of Port Moody Official Community Plan Update: Port Moody 2050
- 8.14 Brian Frenkel, President, Union of BC Municipalities (UBCM), letter dated August 11, 2021, regarding Canada Community-Building Funds / Gas Tax Fund: Community Works Fund Top-Up Payment & Updated Eligibility Guidelines
- 8.15 Roger Quan, Director, Air Quality & Climate Change, Metro Vancouver, letter dated August 13, 2021, regarding Caring for the Air 2021, Metro Vancouver's Annual Review of Air Quality and Climate Change (full report available at the Village office)
- 8.16 Lynn Embury-Williams, Executive Director, Wood WORKS! BC / Canadian Wood Council, letter dated August 13, 2021, regarding North American Wood Design Awards Book (full report available at the Village office)

Mayor Ross requested that Deputy Mayor Snell assume the Chair.

Deputy Mayor Snell assumed the Chair at 10:22 pm.

Moved by: Mayor Ross  
Seconded by: Councillor Clark

That Items 8.12 and 8.17 be moved to Action Items.

**CARRIED**

- 8.17 Krystyn Izowski, Belcarra Resident, email dated August 25, 2021, regarding Waste Vehicle – Pollution

Discussion ensued relative to sending a letter to Revolution Resource Recovery regarding the pollution being caused by one of their vehicles.

Moved By: Mayor Ross  
Seconded by: Councillor Drake

That a letter be sent to Revolution Resource Recovery advising of the pollution that was observed from one of their vehicles.

**DEFEATED**

Councillors Clark, Snell and Wilder voted in opposition

Mayor Ross assumed the Chair at 10:29 pm.

- 8.12** Dr. Teale Phelps Bondaroff, Chair & Co-Founder, AccessBC Campaign, email dated July 30, 2021, regarding Correspondence and Request from AccessBC Campaign

Moved by: Councillor Drake

Seconded by: Councillor Clark

That Council direct the Mayor to write to the Provincial Government to urge them to make all prescription contraception in BC available at no cost under the Medical Services Plan.

**CARRIED**

- 8.18** Tara Faganello, Assistant Deputy Minister, Ministry of Municipal Affairs, letter dated August 27, 2021, regarding Proof of Vaccination & Mandatory Mask Requirements

- 8.19** Kerri Palmer Isaak, Trustee, School District 43 (SD43), Coquitlam, notice dated August 29, 2021, regarding Community Update – Anmore, Belcarra

- 8.20** Aliya Mohamed, Director of Public Affairs, TransLink, email dated August 31, 2021 regarding TransLink Mask Mandate, Fall Service Changes & Kids Ride Free

**9. NEW BUSINESS**

No items presented.

**10. PUBLIC QUESTION PERIOD**

John Shoolestani, Belcarra Resident, commented regarding Residential Schools and the new Federal Statutory Holiday for the National Day for Truth and Reconciliation which is September 30, 2021.

Jim Chisholm, Belcarra Resident, queried regarding the anticipated response from District of North Vancouver on water supply levels.

**11. ADJOURNMENT**

Moved by: Councillor Wilder

Seconded by: Councillor Clark

That the September 7, 2021 Regular Meeting be adjourned at 10:47 pm.

**CARRIED**

Certified Correct:

  
\_\_\_\_\_  
Jamie Ross  
Mayor

  
\_\_\_\_\_  
Lorna Dysart  
Chief Administrative Officer